

Washington State Childhood Vaccine Program

Practice/Clinic name:		

Staff Training on Vaccine Management Plan

The Centers for Disease Control and Prevention requires primary and back-up immunization coordinators receive training on vaccine storage and handling. People responsible for documenting the VFC status screening must receive training on screening and documenting a child's VFC status.

RESOURCES: The following training activities meet these requirements:

- CDC's You Call the Shots http://www.cdc.gov/vaccines/ed/youcalltheshots.htm. Two training modules: Vaccine Storage and Handling and Vaccines for Children (VFC). Continuing education credits are available for each module.
- VFC Provider Compliance Site Visit: If the provider receives a site visit, the site visit meets
 the training requirement. The primary vaccine coordinator should sign the site visit
 questionnaire. Staff participating in the site visit should enter their name, the date of the
 visit and note that it was a site visit on the Clinic Training Plan.

The State must document annual training completion to the CDC for each provider site enrolled in the Childhood Vaccine Program.

Providers may use the tracking document below to record the initial and annual trainings. Present this record when state or local public health staff request it. Have record available during provider compliance site visits.

Training Records (please use additional pages if necessary):

Staff Name	Training Type/Name	Initial Training Date	Additional Training Dates (minimum annual training required)		